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NPIC/D-181-70

12 JUN 1970

MEMORANDUM FOR: Director of Training

SUBJECT : NPIC Training Branch Vacancy

25X1 1. [] of the NPIC career service has served as the Deputy Training Officer for NPIC since July 1967. In the interest of his career development, plans have recently been made to reassign him to another position within the Center in September of this year.

2. I would welcome nominations from OTR for this position. I am interested in considering applicants at the GS-12/13 level and would be particularly interested in young applicants who have a potential for assuming more senior roles.

3. The NPIC training effort is extensive and diverse. It encompasses internal CIA training, local college off-campus enrollments, full-time university residencies, specially designed contract courses, cooperative and summer intern programs and an on-site training program of inspection trips to various military and industrial installations throughout the country. The Training Branch also has responsibility for conducting NPIC orientation briefings. I feel a training effort of this magnitude and complexity demands strong training managers.

4. I would welcome an opportunity to discuss this matter and the NPIC training situation in greater detail with you in the near future.

[]

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Executive Director
National Photographic Interpretation Center

Distribution:

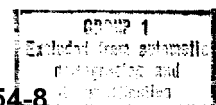
- Original & 1 - Addressee
- 1 - NPIC/TSSG/SSD
- 2 - NPIC/ODIR

Declass Review by NGA.

NPIC/ODIR [] (12 June 1970)

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Sumner: 11 June

CENTER ROUTING SLIP

Approved For Release 2004/02/11 : CIA-RDP78B05703A000200070054-8

FROM		DATE	
Chief, Training Branch		3 June 1970	
TO	INITIALS	DATE	REMARKS
DIRECTOR	4	GC 6/3	<p><u>Eighteen Center clerical personnel have completed a five week typing course conducted one hour each day. The course was conducted in [redacted] and the instructor was from the Office of Training Clerical Training Faculty. Arrangements were made to borrow 20 typewriters, typing desks, and chairs for the running of this course. Upon completion of the course, ten individuals passed the Agency typing test. The Personnel Branch is in the process of reclassifying these individuals to the position of clerk typists. All the students attended the course regularly and put forth a considerable amount of individual effort. I believe it would be <u>desirable</u> for the Center to <u>give recognition to these girls</u> and show its interest in the additional effort put forth by the individuals to improve their job qualifications. I <u>suggest</u> that <u>Mr. Lundahl</u> meet the students in the Beige Room where he could express the Center's interest and appreciation for their participation and at the same time <u>hand out the course certificates</u> and the notice of personnel action reclassifying the individuals that had passed the typing test. Possible dates for this would be June 10, 11 or 12. Please advise if and when Mr. Lundahl will be available</u></p>
DEP/DIRECTOR	3	GC 6/4	
EXEC/DIRECTOR	2	GC 6/3	
SPECIAL ASST	1	M 6/3	
ASST TO DIR			
HISTORIAN			
CH/PPBS	1-4		
DEP CH/PPBS			
EO/PPBS			
CH/IEG			
DEP CH/IEG			
EO/IEG			
CH/PSG			
DEP CH/PSG			
EO/PSG			
CH/TSSG			
DEP CH/TSSG			
EO/TSSG			
CH/SSD/TSSG			
PERSONNEL			
LOGISTICS			
TRAINING			
RECORDS MGMT			
SECURITY			
FINANCE			
DIR/IAS/DDI			
CH/DIAXX-4			
CH/DIAAP-9			
CH/...			

Ant: In your absence I made a tentative date for you to make this presentation on Thursday, 11 June at 11:00 - Beige Room. If this is not satisfactory, I can either change the time or get someone else to make the presentation.

FINE.
GC

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